

JOINT FLEET MAINTENANCE MANUAL**VOLUME III****DEPLOYED MAINTENANCE****LIST OF EFFECTIVE PAGES**

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JOINT FLEET MAINTENANCE MANUAL**VOLUME III****DEPLOYED MAINTENANCE****RECORD OF CHANGES**

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JOINT FLEET MAINTENANCE MANUAL

VOLUME III

DEPLOYED MAINTENANCE

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VOLUME III

CHAPTER 1

INTRODUCTION

REFERENCES.

- (a) COMUSNAVEUR OPORD 4000
- (b) COMSIXTHFLT OPORD 4000
- (c) COMPACFLTINST 4710.6 - Policy for Accomplishment of Ship Repair Work in WESTPAC
- (d) COMSEVENTHFLT OPORD 201
- (e) NWP 1-03.1 - Naval Warfare Publication Operational Report
- (f) COMLOGWESTPACINST 4700.1/COMSERVFOR SIXTHFLTINST 4700.1/COMSERVFORNAVCENTINST 4700.1 - Maintenance Handbook for Deployed Ships

LISTING OF APPENDICES.

- A List of Acronyms
- B Glossary of Terms

1.1 PURPOSE. To provide in one publication essential information concerning the maintenance policy for ships deployed in Commander, United States Naval Force, Europe (COMUSNAVEUR), Commander, Fifth Fleet (COMFIFTHFLT) and Commander, Seventh Fleet (COMSEVENTHFLT) Areas of Responsibility (AOR). This instruction also provides guidance and policy direction to the Afloat Fleet Maintenance Activities that were formerly called tenders.

1.2 SCOPE.

- a. By references (a) and (b), Commander, Service Force, Sixth Fleet has been delegated the function of coordinating all matters pertaining to repair and maintenance of Commander, Naval Air Force, Atlantic Fleet and Commander, Naval Surface Force, Atlantic Fleet ships in the COMUSNAVEUR and COMFIFTHFLT AORs. Day to day administration of the Mediterranean Ship Maintenance Plan has been delegated to Commander, Submarine Group Eight/Commander, Submarine Squadron 22, La Maddalena, Sardinia for all Commander, Submarine Force, Atlantic Fleet ships. With the development of Commander, Naval Service Force, Fifth Fleet (COMSERVFORFIFTHFLT), some maintenance related matters and all maintenance scheduling is accomplished by COMSERVFORFIFTHFLT in COMFIFTHFLT AOR. Day to day administration and scheduling of deployed submarine maintenance in COMFIFTHFLT AOR is accomplished by Commander, Task Force 54 (CTF 54). By references (c) and (d), Commander Logistics (COMLOG) Western Pacific (WESTPAC) has the same responsibilities in the COMSEVENTHFLT AOR. Day to day administration and scheduling of deployed submarine maintenance in COMSEVENTHFLT is accomplished by Commander, Task Force 74 (CTF 74).

- b. This manual authorizes overseas maintenance facilities to accomplish repairs on Military Sea Lift Command and United States Coast Guard ships and service craft, carrying out missions for the Navy in AORs in section 1.2.a of this chapter, when authorized by the area commander. The procedures apply to all Navy ship maintenance administered and funded within the COMUSNAVEUR, COMFIFTHFLT, and COMSEVENTHFLT AORs. The COMSEVENTHFLT area and chop procedures are defined and governed by references (d) and (e). These maintenance procedures are not applicable in all cases to planned availabilities such as Selected Restricted Availabilities, Phased Maintenance Availabilities and planned Restricted Availabilities which may be assigned to WESTPAC shore repair activities, for ships assigned to Overseas Family Residence Program.
- c. Task Force Commanders and Commanding Officers shall be guided by this instruction to obtain maintenance assistance while deployed. Commanding Officers of Afloat Fleet Maintenance Activities, Shore Fleet Maintenance Activities, and Officers In Charge of COMLOG WESTPAC Detachments, Fleet Technical Support Center Detachments, Naval Research and Development, and other activities involved in maintenance of deployed ships shall comply with the direction provided in this instruction. Comments and recommendations for its improvement are invited.
- d. Specific details for planning, organizing and controlling maintenance on deployed ships are provided in reference (f).
- e. The Foreword in Volume I of this manual contains a master list of references. These references are arranged in alphanumeric order to facilitate the ordering of documents. References used in specific chapters are listed at the beginning of the chapter. Appendices A and B of this chapter contain a list of acronyms and glossary of terms used in this specific volume.
- f. Equipment under the cognizance of the Strategic Systems Project Office and Naval Sea Systems Command Nuclear Propulsion Directorate (NAVSEA 08) is maintained in accordance with Strategic Systems Project Office and NAVSEA 08 directives, respectively.

1.3 CHANGES AND CORRECTIONS. Changes and corrections will be issued as required. Comments and suggestions for improving or changing this volume are invited. Address comments, recommendations, and requested changes to Submarine Maintenance Engineering, Planning and Procurement (SUBMEPP) Activity utilizing the change request form located in the front of this manual. If changes are submitted in electronic format, facsimile or E-mail, each change request shall contain the information required on the change request form.

1.4 REQUEST FOR COPIES OF THE MANUAL. Activities on distribution for the Joint Fleet Maintenance Manual (JFMM) that require additional copies or activities wanting to be added to distribution should submit a letter to their applicable Type Commander (TYCOM), identifying CD-ROM/paper requirements along with justification for the request. To the maximum extent possible, technical publications libraries at each activity will receive all copies of the manual for that activity and coordinate local distribution and updates.

APPENDIX A

LIST OF ACRONYMS

AFMA	Afloat Fleet Maintenance Activity
AOR	Area of Responsibility
BF	Battle Force
BFIMA	Battle Force Intermediate Maintenance Activity
CASREP	Casualty Report
CFFC	Commander, Fleet Forces Command
COMFIFTHFLT	Commander, Fifth Fleet
COMLOG	Commander Logistics
COMNAVSURFGRU	Commander, Naval Surface Force Group
COMPACFLT	Commander, Pacific Fleet
COMSERVFORSIFTHFLT	Commander, Naval Service Force, Fifth Fleet
COMSERVFORISIXTHFLT	Commander, Service Force, Sixth Fleet
COMSEVENTHFLT	Commander, Seventh Fleet
COMSIXTHFLT	Commander, Sixth Fleet
COMSUBGRU	Commander, Submarine Group
COMSUBRON	Commander, Submarine Squadron
COMUSNAVEUR	Commander, United States Naval Force, Europe
CSMP	Current Ship's Maintenance Project
CTF	Commander Task Force
DET	Detachment
FAT	Fly Away Team
FMA	Fleet Maintenance Activity
FTSCLANT	Fleet Technical Support Center, Atlantic
INMARSAT	International Marine Satellite Communications
ISIC	Immediate Superior In Command
JFMM	Joint Fleet Maintenance Manual
MARAV	Master Agreements for Repair and Alterations of Vessels
MAV	Maintenance Availability
MED	Mediterranean
MIC	Material Identification Code
MSC	Military Sealift Command
MUSE	Mobile Utility Supply Equipment

COMFLTFORCOMINST 4790.3 REV A

NAVCALAB	Navy Calibration Laboratory
NAVIMFAC	Naval Intermediate Maintenance Facility
NAVSEA 08	Naval Sea Systems Command Nuclear Propulsion Directorate
NRAD	Naval Research and Development
NRCC	Naval Regional Contract Center
NSRF	Naval Ship Repair Facility
OIC	Officer in Charge
OMC	Organizational Maintenance Coordinator
OPREP	Operation Report
PLAD	Plain Language Address Directory
PRI	Priority
QA	Quality Assurance
QAI	Quality Assurance Inspector
RADIAC	Radiation Detection, Indication and Computation
RSG	Regional Support Group
SALTS	Streamlined Automated Logistics Transmission System
SEVENTHFLT	Seventh Fleet
SIXTHFLT	Sixth Fleet
SRU	Ship Repair Unit
SUBMEPP	Submarine Maintenance Engineering, Planning and Procurement Activity
TAV	Technical Availability
TYCOM	Type Commander
USCG	United States Coast Guard
VR	Voyage Repair
WESTPAC	Western Pacific

APPENDIX B**GLOSSARY OF TERMS**

<u>TERM</u>	<u>DEFINITION</u>
Fleet Maintenance Activity (FMA)	FMA's include tenders, shore based maintenance activities (Shore Intermediate Maintenance Activities, Naval Ship Repair Facilities, Naval Submarine Support Facilities, Naval Intermediate Maintenance Facilities (NAVIMAFAC), TRIDENT Refit Facilities, Weapons Repair Facilities and other activities of that type) and supporting activities (port services, etc. that perform maintenance on Fleet assets). Regional Repair Centers and Regional Maintenance Teams are treated as FMA's and are funded by their respective Fleets. Fleet Technical Support Centers, however, are not considered FMA's.
Industrial Activity	The activity responsible for accomplishing construction or repair of ships whether private or public. This includes Naval shipyards, private shipyards, shipbuilders, vendors, Naval Aviation Depots, Naval Ship Repair Facilities, and other Naval Repair/Technical Activities (Naval Underwater Weapons Center, Naval Ships Weapons Center, etc.).
Maintenance Manager	Those persons, such as Port Engineers, Ship Superintendents, Ships Coordinator and Maintenance Planning Managers, assigned to assist Ship's Force in the tracking of work candidates, development of work packages and tracking of FMA/Industrial Activities assigned jobs.
Regional Maintenance Team (RMT)	A site specific, multi-disciplined group of people normally accomplishing "outside shop" or on-platform work. An RMT may be platform or technology specific (e.g. submarines or nuclear) to facilitate necessary worker training and competency. An RMT is generally comprised of both military and civilian workers.
Regional Repair Center (RRC)	An "inside shop" focusing on a particular product line (e.g. motors) or technology (e.g. machinery). An RRC is generally comprised of both military and civilian workers.
Supervising Authority	The officer designated by NAVSEA to represent the Navy Department at an industrial activity; normally a Supervisor of Shipbuilding, Conversion and Repair or the Commander of a Naval Shipyard.

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VOLUME III

CHAPTER 2

MAINTENANCE ORGANIZATIONS AND CAPABILITIES

REFERENCES.

- (a) COMLANFTLTINST 4700.10 - Policies and Procedures for Fleet Technical Support (FTS)
- (b) COMLOGWESTPACINST 4700.1/COMSERVFOR SIXTHFLTINST 4700.1/COMSERVFOR NAVCENTINST 4700.1 - Maintenance Handbook for Deployed Ships
- (c) COMPACFLTINST 4710.6 - Policy for Accomplishment of Ship Repair Work in WESTPAC
- (d) COMPACFLTINST 4341.1 - Fleet Technical Assistance (FTA) Program

LISTING OF APPENDICES.

- A Daily Repair Status Message

2.1 COMMAND RELATIONSHIPS.

- a. Commander, Service Force Sixth Fleet (COMSERVFOR SIXTHFLT) is responsible for maintenance and logistics matters in support of Sixth Fleet (SIXTHFLT) ships and other ships as assigned. COMSERVFOR SIXTHFLT has two other assignments, Commander Task Force (CTF) 63 and Commander, Naval Surface Force Group (COMNAVSURFGRU) Mediterranean (MED). CTF 63 is the commander of all logistics ships assigned to SIXTHFLT. COMNAVSURFGRU MED is the maintenance representative for all deployed Naval Air and Surface Force Atlantic ships and Commander, Submarine Group (COMSUBGRU) Eight is the maintenance representative for all deployed Commander, Submarine Force, United States Atlantic Fleet ships. All ships deployed to the Commander, United States Naval Forces, Europe or Commander, Fifth Fleet (COMFIFTHFLT) Areas of Responsibility (AOR) will address all maintenance related correspondence to COMSERVFOR SIXTHFLT and COMSERVFOR SIXTHFLT Ship Repair Unit (SRU) Detachment (DET) Bahrain. For submarines **deployed to COMFIFTHFLT**, address **all maintenance related correspondence directly to Commander Task Force 54 (CTF 54)** with information copy to COMSUBGRU Eight.
- b. Commander, Naval Service Force, Fifth Fleet (COMSERVFOR FIFTHFLT) is responsible for scheduling of maintenance and utilization of maintenance assets in the COMFIFTHFLT AOR. COMSERVFOR FIFTHFLT has one other assignment: CTF 53, Force Logistics Commander for COMFIFTHFLT. **COMSUBGRU Seven is responsible for coordination and execution of all deployed submarine maintenance in COMFIFTHFLT AOR as CTF 54.**
- c. Commander Logistics (COMLOG) Western Pacific (WESTPAC) is the Seventh Fleet (SEVENTHFLT) Maintenance Officer and Maintenance Representative for Commander, Naval Surface Force Pacific Fleet, and Commander, Naval Air Force Pacific Fleet. Naval Surface Force Pacific ships permanently forward deployed to WESTPAC as part of the Overseas Family Residence Program will address maintenance correspondence to COMLOG WESTPAC via their Immediate Superior In Command and the appropriate COMLOG WESTPAC DET. Deploying ships will address maintenance related correspondence directly to COMLOG WESTPAC. COMSUBGRU Seven is the Maintenance Representative for all deployed Commander, Submarine Force, United States Pacific Fleet ships. **Submarines deployed to the Commander, Seventh Fleet AOR will address all maintenance correspondence directly to Commander Task Force 74 (CTF 74) (COMSUBGRU Seven).**

2.2 MAINTENANCE ORGANIZATIONS AND CAPABILITIES. The following organizations support maintenance on ships in their respective AORs:

2.2.1 Sixth Fleet Organizational Matrix.

	N43	N43I	N43S	N43I	N431A	N431B	N431C	N434	N435	N436	N436A	N437
ASSISTANT CHIEF OF STAFF FOR MAINTENANCE (AVAILABILITY SCHEDULING)	X											
AUTOMATED DATA PROCESSING/MAINTENANCE RESOURCE MANAGEMENT SYSTEM/WORK CANDIDATE SCREENING		X										
MAINTENANCE YEOMAN			X									
CURRENT MAINTENANCE OFFICER (WORK CANDIDATE SCREENING)				X								
CRUISER/DESTROYER TYPE DESK (GAS TURBINE CHANGEOUT VANS, WORK CANDIDATE SCREENING)					X							
AMPHIBIOUS TYPE DESK (WATERJET MACHINES, WORK CANDIDATE SCREENING)						X						
COMMANDER, ATLANTIC FLEET TYPE DESK (WORK CANDIDATE SCREENING)							X					
DIVING AND SALVAGE OFFICER								X				
COMBAT SYSTEMS OFFICER									X			
OFFICER IN CHARGE (OIC) SRU NAPLES										X		
ASSISTANT OIC SRU NAPLES (MOBILE UTILITY SUPPORT EQUIPMENT)											X	
OIC SRU DET BAHRAIN/S43-FORCE MAINTENANCE OFFICER COMSERVFORFIFTHFLT												X

2.2.2 Commander, Naval Service Force, Fifth Fleet Organizational Structure. COMSERVFORFIFTHFLT does **not** use a matrix organization similar to that shown for SIXTHFLT in paragraph 2.2.1 of this chapter. COMSERVFORFIFTHFLT SRU DET Bahrain (Code S43) performs additional duty as COMSERVFORFIFTHFLT N43 and provides all organizational services. SRU DET Bahrain provides local management for the following services:

- a. Combat Systems and Hull, Mechanical and Electrical assists, provided by Fleet Technical Support Center Atlantic (FTSCLANT) and others.
- b. Gas Turbine Changeout Vans, funded and managed by COMSERVFORFIFTHFLT N431A.
- c. Waterjet Machines, funded and managed by COMSERVFORFIFTHFLT N431B.
- d. Availability scheduling.

2.2.3 Commander, Logistics Western Pacific Organizational Matrix.

	N43	N43A	N43O	N4311	N434	N434A	N435	N4355	N45	N45.1
ASSISTANT CHIEF OF STAFF FOR MAINTENANCE	X									
ASSISTANT MAINTENANCE OFFICER		X								
OVERSEAS FAMILY RESIDENCE PROGRAM MAINTENANCE MANAGER			X							
TYPE DESK FOR SURFACE COMBATANTS AND AMPHIBIOUS SHIPS				X						
DIVING AND SALVAGE OFFICER					X					
TYPE DESK FOR SALVAGE SHIPS					X					
SIDE SCAN SONAR AND HULL CLEANING						X				
FLEET MAINTENANCE LEVEL INTEROPERABILITY MAINTENANCE OFFICER							X			
TYPE DESK OFFICER FOR FLEET MAINTENANCE ACTIVITY AND COMMANDER, ATLANTIC FLEET SHIPS							X			
AUTOMATED DATA PROCESSING AND MAINTENANCE RESOURCE MANAGEMENT SYSTEM PROCESSING FOR WESTPAC WORK PACKAGES								X		
SRU OIC									X	
SRU DIRECTOR										X

2.3 COMMON MAINTENANCE FACILITIES - ALL AREAS OF RESPONSIBILITY. The following types of maintenance facilities are common to all AORs and provide the services indicated.

2.3.1 Afloat Fleet Maintenance Activities.

2.3.1.1 Capabilities. For purposes of this volume, the term tender will be referred to as Afloat Fleet Maintenance Activity (AFMA). AFMAs offer the broadest range of industrial capabilities of any Navy activity. AFMAs are capable of repairs in all areas (e.g., hull, electrical, mechanical, electronic, and ordnance equipment). Where there are shortfalls in shipboard expertise, AFMAs will be augmented by outside resources.

2.3.1.2 Workload. AOR Maintenance Coordinators, Operational Commanders, and AFMA Commanding Officers will maximize use of deployed AFMA Fly Away Teams (FAT), deployed or otherwise.

2.3.1.3 Afloat Fleet Maintenance Activity Fly Away Team. FATs provide a unique method of rapid deficiency correction which stresses mobility, initiative, and maximization of resource utilization. AFMA FATs shall be used for Casualty Report correction and technical assistance for ships **not** collocated with the AFMA. AFMA FATs are tasked by the AOR Maintenance Coordinator only after the following conditions have been established:

- a. Casualty is not correctable by **any ship, element or unit of the Battle Force Intermediate Maintenance Activity.**
- b. Ship will provide parts or FAT can carry all required parts.

2.3.1.4 Afloat Fleet Maintenance Activity Fly Away Team Organization. Each AFMA will establish procedures to enable the deployment of FATs within hours of receiving tasking. The procedures will include pre-designation of FAT members, rapid preparation for travel orders, travel regulation briefings, advances in travel funding, area briefings, and area clearance messages as appropriate.

2.3.1.5 Fly Away Team Funding. FAT funding will be provided in accordance with Fleet direction.

2.3.1.6 Afloat Fleet Maintenance Activity Reports. During ship availabilities and FAT employment, all AFMAs will submit a Daily Repair Status Message in accordance with Appendix A of this chapter.

2.3.1.7 Afloat Fleet Maintenance Activity Tasking. Tasking AFMA for performance of voyage repairs, FAT assistance, or Technical Availabilities (TAV) will be performed as follows:

- a. Seventh Fleet assigned ship maintenance brokers will request AFMA support and TAV periods via CTF 74. CTF 74 will task Commander, Submarine Squadron (COMSUBRON) 15 to provide the required support based on operational considerations.
- b. CTF 54 will coordinate AFMA support for Fifth Fleet assigned submarines. CTF 54 will request Sixth Fleet AFMA support from COMSUBGRU/COMSUBRON 22 for submarines assigned from Commander, Submarine Force Atlantic. CTF 54 will task Seventh Fleet AFMA support for submarines assigned from Commander, Submarine Force Pacific.
- c. Sixth Fleet assigned maintenance brokers will request AFMA support and TAV periods via COMSUBRON 22 per the Mediterranean Ship Maintenance Plan.

2.3.2 Ship Repair Units. SRUs provide contract maintenance support in all ports when assigned. SRU functions include shipcheck of screened work packages, specification writing, contract technical representation, and Quality Assurance of contracted work. Working closely with Naval Regional Contracting Center (NRCC), which performs the Primary Contracting Officer functions, SRUs ensure all work accepted for accomplishment as Voyage Repair (VR) is completed on time and in accordance with specifications. SRUs are located in Naples, Bahrain and Singapore and work closely with the collocated CTF 63, CTF 53, and COMLOG WESTPAC in contracting VR work.

2.3.3 Naval Regional Contract Center. NRCCs are located in London, Naples, Bahrain, Dubai and Singapore. NRCCs have a primary mission of providing purchase and payment services for logistics requirements of all ships assigned. In support of maintenance, NRCC issues Master Agreements for Repair and Alterations of Vessels (MARAV) which legally pre-qualify area industrial activities to accomplish Navy work. Issuance of a MARAV does not guarantee industrial activities can accomplish all types of work. It does expedite the contracting of work of which they are capable.

2.3.4 Fleet Technical Support Center Detachments.

- a. Fleet Technical Support Center Atlantic (FTSCLANT)/Fleet Technical Support Center Pacific (FTSCPAC) mission is to promote shipboard self sufficiency in accordance with reference (a) and (d) as applicable. This is carried out by providing system and equipment experts to assist and train Ship's

Force in casualty prevention and correction. When the assistance required is **not** resident in the AOR, the responsible DET will arrange technical assistance from other sources. Each DET publishes a list of their onboard technical capabilities; however, for their assigned AORs, DETs can call upon all Continental United States resources to provide assistance. DETs can provide assistance for all non-nuclear shipboard systems. Additional details on FTSCANT/FTSCPAC support are available in references (a) and (d).

- b. FTSCANT/FTSCPAC DETs have the following geographic AORs. Ships transiting from one AOR to another should ensure both applicable FTSCANT/FTSCPAC DETs are addressees on requests for assistance.

<u>DET</u>	<u>AOR</u>
FTSCANT DET Naples, Italy	Eastern Atlantic North Sea Baltic Sea Mediterranean Sea Black Sea Red Sea Arabian Gulf Western Indian Ocean
FTSCPAC DET Yokosuka, Japan	Western Pacific Yokosuka Homeport
FTSCPAC DET Sasebo, Japan	Sasebo Homeport
FTSCPAC DET Singapore	Inport Singapore

2.4 UNIQUE MAINTENANCE FACILITIES - COMMANDER, UNITED STATES NAVAL FORCE, EUROPE AREA OF RESPONSIBILITY.

2.4.1 Naval Station Rota, Spain and Tenant Commands.

- a. Naval Station Public Works Department can accept a limited number of motor rewind and machine shop jobs on a not to interfere basis.
- b. Naval Calibration Laboratory (NAVCALAB), Rota can accomplish calibration and repair to electronics test equipment as authorized by the Mediterranean Calibration Coordinator.
- c. Radiation Detection, Indication and Computation (RADIAC) Calibration Laboratory, Rota provides calibration and repair services for RADIACs, as authorized by COMSERVFOR SIXTHFLT.
- d. Navy Broadcast Service Detachment, Rota provides service for Shipboard Information, Training and Entertainment systems.
- e. Navy Calibration, Test and Measurement/Monitoring System MED DET Rota provides technical and parts support for AN/URC-101/110, AN/PSC-3 SATCOM, TACSAT, STICS, and LST-5C radio systems.

2.4.2 Naval Air Station, Sigonella, Italy and Tenant Commands.

- a. NAVCALAB, Sigonella can accomplish calibration and repair to electronics test equipment as authorized by the Mediterranean Calibration Coordinator.
- b. **Space and Naval Warfare Systems Command Systems Center (SPAWARSYSCEN)** DET MED Sigonella provides non-tactical computer software support.

2.4.3 Naval Station, Souda Bay, Greece. Souda Bay can provide maintenance piers and limited shore power.

2.4.4 Repairs in Ports Without Navy Ship Maintenance Organizations.

- a. VRs are accomplished in many ports where there is no permanent Navy presence. This is accomplished by SRU Surveyors and NRCC Contracting Officers who develop contract specifications from ship's work packages, and contract the work out to local contractors who have MARAV with NRCC. See Volume III, Chapter 3, section 3.6 of this manual for additional information.
- b. NRCC contracted Husbanding Agents may be used to obtain contract repair services using ship's operating budget or COMSERVFORSIXTHFLT authorized funds. When used, Quality Assurance and conformance to Navy specifications are entirely the responsibility of Ship's Force.

2.4.5 Commercial Industrial Activities. COMSERVFORSIXTHFLT maintains a list of commercial industrial activities in most major Mediterranean and some North Sea ports which have MARAVs with the Navy. Since this list changes with business conditions, it is not included here, but can be obtained from COMSERVFORSIXTHFLT (Code N436).

2.5 UNIQUE MAINTENANCE FACILITIES - COMMANDER, FIFTH FLEET AREA OF RESPONSIBILITY. COMSERVFORSIXTHFLT SRU DET Bahrain maintains a list of commercial industrial activities in Manama Bahrain, Jebel Ali United Arab Emirate, and Dubai United Arab Emirate which have MARAVs with the Navy. Since this list changes with business conditions, it is not included here, but can be obtained from COMSERVFORSIXTHFLT SRU DET Bahrain (Code N437).

2.6 UNIQUE MAINTENANCE FACILITIES - COMMANDER, SEVENTH FLEET AREA OF RESPONSIBILITY.

2.6.1 Commander, Logistics Western Pacific Detachment Yokosuka, Japan. The main purpose of this detachment is to facilitate ship maintenance work in Yokosuka. Assistance is available to all SEVENTHFLT ships with special emphasis on ships homeported in Yokosuka. COMLOG WESTPAC DET Yokosuka should be an action or information addressee on all message traffic regarding maintenance or logistic support in Yokosuka. Message address: COMLOG WESTPAC DET YOKOSUKA JA//OIC//.

2.6.2 Commander, Logistics Western Pacific Detachment Sasebo, Japan. The main purpose of this detachment is to facilitate ship maintenance work in Sasebo. Assistance is available to all SEVENTHFLT ships with special emphasis on ships homeported in Sasebo. Message address: COMLOG WESTPAC DET SASEBO JA//OIC//.

2.6.3 Naval Ship Repair Facility Yokosuka, Japan. Naval Ship Repair Facility (NSRF) Yokosuka, Japan has the resources to undertake repairs, alterations and major availabilities. It is capable of repairing Hull, Mechanical, Electrical and Electronics and Ordnance equipment on all fossil fueled ships of the Pacific Fleet including mechanical and electronic test equipment calibration. Graving docks are available for all classes of ships. Cold iron and feed water services are available. Portable tools are available for loan. Message address: NAVSHIPREPFAC YOKOSUKA JA//200/211/213//.

2.6.4 Naval Ship Repair Facility Detachment Sasebo, Japan. NSRF DET Sasebo is responsible for arranging repair work during upkeep and VR periods in Sasebo. Because most of the work in Sasebo is contracted to Japanese industrial activities, repairs to classified weapons, electronics, or cryptological equipment is accomplished by work force augmentation from NSRF Yokosuka. A metrology lab at NSRF Sasebo has the capability of performing most mechanical and some electrical and General Purpose Electronic Test Equipment calibration. Ship-to-shop equipment repair and calibration beyond NSRF DET Sasebo's capabilities will normally be trucked or flown to Yokosuka for accomplishment. Portable tools are available for loan. Ships assigned upkeep or VR periods in Sasebo should submit selective pull requests in accordance with procedures described in Volume III, Chapter 4, sections 4.1 and 4.4 of this manual. Messages relating to repair matters in Sasebo should be addressed to NAVSHIPPREPFAC DET SASEBO JA//400/410//, with information copies to NAVSHIPPREPFAC YOKOSUKA JA//100/200// and COMFLEACT SASEBO JA//00//.

2.6.5 Naval Research and Development, Pacific Fleet.

- a. Naval Research and Development (NRAD), Pacific Fleet provides electronic material support including installation design, installation, maintenance engineering, technical guidance and assistance to Navy and Marine Corps shore activities in the Indian Ocean and WESTPAC. In cases of highly specialized systems, WESTPAC NRADs may be tasked to provide shipboard assists when assistance isn't available from other WESTPAC sources. Include FTSCPAC DET Yokosuka as information addressee on all shipboard assist request messages.
- b. Pacific Fleet NRADs provide technical support to the SEVENTHFLT. Services available include the Field Change Installation program, Board of Inspection and Survey inspection assists, and TEMPEST inspections.
- c. Message requests for NRAD services will be sent to COMLOG WESTPAC//N43//, with information copies to FTSCPAC DET YOKOSUKA//00YO//, COMFACFLT PEARL HARBOR HI//43//, NRAD WEST ACTIVITY PEARL HARBOR HI and the appropriate NRADWESTFAC. WESTPAC NRADWESTFAC locations are:

<u>LOCATION</u>	<u>MESSAGE PLAIN MESSAGE ADDRESS</u>
Yokosuka	NRADWESTFAC JA
Guam	NRADWESTFAC GU

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APPENDIX A

DAILY REPAIR STATUS MESSAGE

	<u>COMUSNAVEUR/SIXTHFLT AOR</u>	<u>COMFIFTHFLT AOR</u>	<u>SEVENTHFLT AOR</u>
FM	USS (AFMA)//		
TO	COMSERVFOR SIXTHFLT//N43	COMSERVFOR SIXTHFLT	COMLOG WESTPAC
		SRU DET BAHRAIN/N437	ACTION SHIPS
	ACTION SHIPS	ACTION SHIPS	INFO SHIPS
INFO	INFO SHIPS	COMFIFTHFLT/N4/N3	INFO SQDNS
	INFO SQDNS	COMSERVFOR FIFTHFLT/N4	INFO GRPS
	INFO GRPS	COMSERVFOR SIXTHFLT/N43	
		COMLOG WESTPAC/N43/N4355	
TYCOM (AS APPLICABLE)//			
TF SIX ZERO		TF ONE FIVE ZERO	TYCOM (AS APPLICABLE)
TF SIX ONE		TF ONE FIVE ONE	TF SEVEN FOUR
TF SIX THREE		TF ONE FIVE THREE	FTSCPAC DET
TG ONE FIVE TWO PT ONE		TG ONE FIVE TWO PT ONE	YOKOSUKA JA/00YO
FTSCLANT DET NAPLES IT/OIC		COMSC SWA BAHRAIN	
		FTSCLANT DET NAPLES IT/OIC	
COMSCMED NAPLES IT//			
BT			
CONFIDENTIAL//N04700//			
MSGID/GENADMIN/(AFMA)/REPAIR//			
SUBJ/REPAIR STATUS MESSAGE ____ FOR ____ 199_ (U)//			
POC/(REPAIR OFFICER)//			
RMKS/1. (U) PRODUCTION STATUS FOR COMSERVFOR SIXTHFLT/COMSERVFOR FIFTHFLT CASREP			
TASKING:			
SHIP CASREP TASK/NOMEN STATUS FAT/REMARKS			
TOTAL COMPLETED CASREP TASKINGS TO DATE: ____			
2. (U) STATUS OF COMSERVFOR SIXTHFLT/COMSERVFOR FIFTHFLT NON-CASREP TASKING:			
SHIP TASK/NOMEN STATUS FAT/REMARKS			
TOTAL COMPLETED NON-CASREP TASKINGS TO DATE: ____			
3. (U) PRODUCTION STATUS OF UPKEEPS:			
A. SHIP ACCEPTED COMPLETED			
B. HOTEL SERVICES:			
4. (U) PLANNING STATUS OF UPCOMING MAVS:			
SHIP ACCEPTED REMARKS			
5. (U) STATUS OF CONTINUOUS SHIP TO SHOP AVAILABILITIES:			
SHIP ACCEPTED COMPLETED SHIP ACCEPTED COMPLETED			
6. (U) TOTAL JOBS COMPLETED:			

7. (U) NEW FLY AWAY TEAMS

- A. NEW NUMBERS:
COMPOSITION:
DESTINATION:
EQUIP/SYS:
DEPARTURE:
- B. RETURNED:
- C. CANCELED:
- D. STATUS OF FATS CURRENTLY DEPLOYED:

TEAM	SHIP	NOMEN/EQUIP	STATUS	TEAM LEADER
------	------	-------------	--------	-------------

8. (C) REMARKS: (INCLUDE SPECIFICS ON FAT MOVEMENTS, JOB STATUS, PROBLEMS, STATUS, QUESTIONS FOR CUSTOMERS).

9. PHONE NUMBERS

10. (U) ALL SHIPS ARE REQUESTED TO MARK ALL MATERIAL OR EQUIPMENT BEING TRANSPORTED TO US FOR REPAIRS IAW CSF6FINST 4000.1Q. ASSIGN A UNIQUE TCN WITH OUR UIC _____, THE JULIAN DATE OF THE SHIPMENT, AND A FOUR DIGIT SERIAL NUMBER STARTING WITH WK IN THE FIRST TWO DIGITS. THIS ALLOWS THE SHIPMENT TO BE TRACKED TO US AND AVOIDS LOSS. INCLUDE A COPY OF YOUR WORK REQUEST. ADVISE US OF THE SHIPMENT IN YOUR DAILY OPREP-5 FEEDER OR SITREP MESSAGE.

11. (C) SHIP AND FMAV SCHEDULE.

DECL/(AS APPROPRIATE)//

BT

NOTE: ENSURE MESSAGES ARE IN ACCORDANCE WITH NTP-3 FORMAT AND CURRENT PLAIN LANGUAGE ADDRESS DIRECTORY (PLAD) IS UTILIZED.

VOLUME III

CHAPTER 3

MAINTENANCE MANAGEMENT

REFERENCES.

- (a) COMPACFLTINST 4710.6 - Policy for Accomplishment of Ship Repair Work in WESTPAC
- (b) COMLOGWESTPACINST 4700.1/COMSERVFOR SIXTHFLTINST 4700.1/
COMSERVFORNAVCENTINST 4700.1 - Maintenance Handbook for Deployed Ships
- (c) COMUSNAVEUR OPORD 4000
- (d) COMSIXTHFLT OPORD 4000
- (e) Title 10 U.S. Code
- (f) OPNAVINST 4700.7 - Maintenance Policy for Naval Ships
- (g) OPNAVINST 4790.2 - The Naval Aviation Maintenance Program (NAMP)
- (h) OPNAVINST 4790.4 - Ship's Maintenance and Material Management (3-M) Manual

3.1 PURPOSE. To implement the policies of references (a) through (h) when conducting deployed maintenance. Commanding Officers will keep their operational, administrative, and logistic commanders fully apprised of their material readiness status. The effectiveness of maintenance availabilities, as well as technical assistance is highly dependent on the detailed information provided by operating ships to maintenance providers.

3.2 SHIP REPAIR WORK IN WESTERN PACIFIC. Reference (a) provides specific instruction for the preparation of work packages, funding and management of Western Pacific (WESTPAC) availabilities. Ships must submit work packages in accordance with reference (b).

3.2.1 Funding and Management For Naval Ship Repair Facility Availabilities. Detailed procedures for financing Naval Ship Repair Facility availabilities in WESTPAC are contained in reference (a). Funds for the accomplishment of repairs in WESTPAC are centrally budgeted and managed by Commander, Pacific Fleet (COMPACFLT), with the funds (COMPACFLT WESTPAC Restricted Availability/Technical Availability funds) being provided direct to each individual repair activity for the accomplishment of authorized repairs to Seventh Fleet ships.

3.3 CURRENT WORK PACKAGE. Under Continuous Screening and Continuous Maintenance, ships will continuously document and report, through Current Ship Maintenance Project updates, current maintenance requirements. Regional Support Groups (maintenance manager and type desk) or Planning Engineering Repairs and Alterations (Aircraft Carrier) are responsible for communicating with the ship to determine repair priorities and brokering work continuously to Commander, Fifth Fleet (COMFIFTHFLT), Commander, Sixth Fleet (COMSIXTHFLT) and Commander, Seventh Fleet (COMSEVENTHFLT) for assignment to forward repair activities. Regional Support Groups must supply all OPNAV 4790/2Ks for each ship to the applicable forward maintenance activity.

3.4 CASUALTY REPORT SUMMARY. To assist maintenance and logistics activities in maintaining current readiness status for all ships assigned to various Areas of Responsibility (AOR), inchopping ships will report all outstanding Casualty Reports prior to inchoop in accordance with the applicable area operational orders.

3.5 DEPLOYED MAINTENANCE PERIODS. COMFIFTHFLT, COMSIXTHFLT, COMSEVENTHFLT, Commander, Submarine Group (COMSUBGRU) Seven or COMSUBGRU Eight schedule all Availability periods for ships in their respective AORs (in accordance with references (a), (c) and (d)) after receiving proposals from Operational Commanders.

3.5.1 Ship's Force Upkeep. A Ship's Force Upkeep is a maintenance period during which steaming notice is extended sufficiently to facilitate the maintenance of equipment and systems. A ship may be assigned any of the following maintenance availability types during upkeep or accomplish only self-maintenance.

3.5.2 Maintenance Availability. A Maintenance Availability is an availability for the accomplishment of scheduled or emergent maintenance and may be further categorized based on scope, location, and type.

3.5.3 Restricted Availability. A Restricted Availability is an availability for the accomplishment of major emergency repairs (such as a major equipment casualty or major damage to the ship due to grounding, collision or fire). During this time the ship will be inport and is rendered incapable of fully performing its assigned mission and tasks due to the nature of the maintenance. In accordance with reference (e), only ships which are permanently homeported outside the United States and its territories can be assigned Restricted Availabilities with foreign contractors. Currently, this includes ships homeported in Gaeta, Italy; La Maddalena, Sardinia; Guam and Japan.

3.5.4 Voyage Repair Availability. A Voyage Repair (VR) Availability is an unscheduled availability, usually in port, solely for repair activity accomplishment of corrective maintenance on mission or safety essential items necessary for a ship to deploy or to continue on its deployment. Normally this work can be accomplished without requiring a change in the ships operating schedule.

- a. In accordance with reference (f), ships permanently homeported in the United States and its territories are allowed to receive or be assigned VRs with foreign contractors only while deployed.
- b. Ship Repair Unit (SRU) Naples and SRU Singapore via Commander, Service Force, Sixth Fleet (COMSERVFORSIXTHFLT) and Commander Logistics (COMLOG) Western Pacific (WESTPAC), will submit to Congress, via **Fleet** Commanders and the Chief of Naval Operations, quarterly reports of work items accomplished during VRs.

3.5.5 Technical Availabilities. A Technical Availability is an availability to accomplish specific items of maintenance by a repair activity or to provide technical expertise and guidance to assist the Fleet Maintenance Activity or Ship's Force in accomplishment of assigned tasks. During this period the ship's ability to fully perform its assigned mission and tasks is not affected by the nature of the maintenance. The ship need not be inport.

3.6 VOYAGE REPAIR POLICY - ALL AREAS OF RESPONSIBILITY (NON-NUCLEAR WORK).

3.6.1 Surface Ship Policy.

- a. VR work package screening guidelines in reference (f) limit the type of work which may be accomplished using overseas contractors to VRs only. VRs include only mission essential work and work required to correct major safety deficiencies. Only work which falls within these boundaries will be authorized for contractor accomplishment. All other work will be deferred or screened for ship-to-shop or a Maintenance Availability.

- b. VR work screening activities provide the results of screening to customer ships in a screening message. Approved work candidates are forwarded to the cognizant SRU for contract award. After authorized jobs are received by the SRU, the following steps take place:
 - (1) Surveyor accomplishes shipcheck as ship schedule permits.
 - (2) SRU writes contract work specifications prior to ship arrival.
 - (3) Contractor shipchecks take place upon ship's arrival. Competitive bidding constraints require not less than three contractors be considered for contract award if possible.
 - (4) Contract award follows not later than arrival plus one day.
- c. VR Availability Execution.
 - (1) The SRU surveyor will meet ship on arrival and ensure contract is in place. The surveyor will ensure the technical portion of the contract is adhered to and liaison with local industrial activity on technical matters. It is both the surveyor and Ship's Force responsibility to ensure the contractor complies with work specifications.
 - (2) Mobile Utility Supply Equipment (MUSE) Engineer will be on site to coordinate support when cold iron services are provided by MUSE.
 - (3) The Naval Regional Contract Center (NRCC) representative will award the contract and liaison with the contractor on contractual matters, including new work and payment.
 - (4) An arrival conference will be scheduled, after the contractor shipcheck, during which the surveyor will review with the ship, contents of the specifications, ship-contractor coordination requirements, Quality Assurance (QA) requirements of Ship's Force and contractor, and list of government furnished material to be provided by the ship. The ship should provide the surveyor a list of the ship's Quality Assurance Inspectors (QAI) to be used during the VR period.
- d. Growth and New Work.
 - (1) Growth work identified during the open and inspect phase of the baseline repairs will be reviewed for cost and schedule impacts and incorporated in the work package by the surveyor, as applicable.
 - (2) New work must be processed and authorized without violating Public Law restrictions. To assure these restrictions aren't violated, the ship shall submit an OPNAV 4790/2K in accordance with the normal process and provide a copy to the surveyor. Continuous Screening process will ensure that the forward maintenance activity receives it in a timely manner. The surveyor shall determine the feasibility of completing new work and shall obtain the required authorization from the cognizant organization (COMSERVFOR SIXTHFLT (Code N43), SRU Detachment Bahrain (Code N437), COMLOG WESTPAC).

- e. Constructive changes are changes to contracts in the intent of work specifications directed at the contractor by anyone other than the surveyor or NRCC representative. Since they are not pre-negotiated with the contractor, constructive changes are against the law. Ship's Force personnel should be cautioned **not** to direct or otherwise influence contractor personnel to accomplish work not clearly delineated by contract specifications.
- f. Contractor Limitations.
 - (1) With the exception of lagging, Military Specification parts and material are not available to local contractors. Some parts can be manufactured, but the material and parts required for work package execution should be provided by the ship.

CAUTION: THE SHIP SHOULD PROVIDE ONLY THE PARTS REQUIRED BY WORK SPECIFICATIONS. DRAWINGS AND TECHNICAL MANUALS ARE GENERALLY NOT AVAILABLE IN THEATER. SHIP'S FORCE SHOULD BE PREPARED TO PRODUCE ASSOCIATED TECHNICAL INFORMATION AS REQUIRED.

- (2) In the COMFIFTHFLT AOR, the Arab work week is Saturday through Wednesday with the weekend being on Thursday and Friday.
 - (3) In Israel, the weekend is on Friday and Saturday. Ships in VR should support this schedule for the most productive use of the maintenance period.
 - (4) Contractor ability to accomplish work is sometimes limited by Port Captain regulations, and local strikes. Although the problems are generally short term in nature; the NRCC representative and SRU surveyor should be notified immediately of any indication of problems.
- g. Ship's Force QA responsibilities during VRs for work performed by non-Navy Maintenance Activities.
 - (1) Planning. Increased emphasis is required by Ship's Force to identify the level of control of maintenance of systems being worked and proper equipment, Allowance Parts List, technical manuals and drawings. Early identification of controlled work or work requiring Material Identification and Control/Material Identification Code (MIC)-LEVEL I material, in accordance with Volume V of this manual, will assist SRU surveyors in producing correct work specifications.
 - (2) Execution. Although the name implies quick repairs, VRs require no less stringent QA procedures than any other routine planned repair. Ship's Force is ultimately responsible for ensuring that the QA level is maintained on all repairs, regardless of who performs the work. Ship's Force QA responsibilities during execution include:
 - (a) Witnessing all tests and inspections specified in the contract work specification. Witnesses shall be qualified QAIs who are aware of the technical requirements to be fulfilled by the test or inspection. For steam systems, final inspections will consist of two steps: unlagged and lagged.

- (b) Ensuring that documentation of each contractor test or inspection is provided to the QAI at its conclusion. If not provided, the QAI will use the applicable form from Volume V, Part I, Chapter 11 of this manual to document the test or inspection. Records of all Ship's Force and contractor tests and inspections will be maintained in accordance with Volume V, Part I, Chapter 10 of this manual.
 - (c) Insisting on verbatim compliance with the work specification, through the QAI, during the test or inspection. The QAI will immediately inform the Department Head of any discrepancies noted.
 - (d) Ensuring that any material provided by Ship's Force by direction of the work specification is in strict accordance with technical requirements.
 - (e) Ensuring that no other material, tools, or physical assistance is provided to the contractor unless it is specifically required by the contract specification. The entire Ship's Force will be briefed on this prior to the start of the VR period.
 - (f) Providing continual in-process inspections of work being accomplished aboard ship. In-process inspections of work accomplished off-ship will be accomplished as deemed necessary by the Department Heads and as agreed to by the SRU surveyor.
 - (g) Providing ship-specific operating/design system parameters to aid in determining actual testing requirements. Reporting specified test results on appropriate QA forms to the SRU surveyor prior to the end of the VR period.
 - (h) Providing all MIC LEVEL I material required to the SRU surveyor. Material will not be accepted unless properly controlled by Ship's Force. A face to face turnover by a designated Controlled Material Petty Officer to the SRU surveyor is required.
 - (i) Providing the post-VR evaluation report message.
- h. SRU Quality Assurance and Quality Control responsibilities during VR availabilities.
- (1) An SRU surveyor will be present on the site of the VR for the duration of the availability. The SRU surveyor will be the sole point of contact between Ship's Force, NRCC, and the contractor for all questions and actions concerning work specifications.
 - (2) The SRU surveyor will assist Ship's Force in QA monitoring of each job. The surveyor will:
 - (a) Provide a working copy of the work specifications and all modifications to be used for each job to the ship availability coordinator prior to job start or as soon as they are developed.
 - (b) Brief the ship availability coordinator and ship supervisory personnel on the nature of the industrial environment and the need to insist on verbatim compliance with the job specification by the contractor, stressing that failure of the contractor to provide required material, perform required tests, or otherwise conform to the specification requirements of the work, should be reported immediately. The Briefing will specify that Ship's Force will not obligate the government or abrogate the requirements of the work specification by direct interface with the contractor personnel on any level.

- (c) Identify in the work specifications all tests and inspection check points which require Ship's Force witness or participation.
- (d) Identify in the work specifications all tests which the ship must complete. Provide test parameters. If operational design and test information are not available or are unclear, the SRU will request assistance from the Type Commander (TYCOM).
- (e) Identify in writing the specifications for material to be provided by the ship to the contractor.
- (f) Inspect all material to be turned over to the contractor by Ship's Force for controlled work with the designated Ship's Force QAI. If the controlled material is MIC-Level I, the material inspection shall be a joint inspection, to include the designated Ship's Force QAI and the Ship's Controlled Material Petty Officer, prior to a turnover of the material to the contractor.
- (g) Inspect each completed controlled work job with the designated Ship's Force QAI prior to final acceptance.
- (h) Advise the ship availability coordinator of any condition where the lack of references, military specification material, or qualified contractor personnel will require Ship's Force submission of a Departure from Specification in accordance with Volume V, Part I, Chapter 8 of this manual.

3.6.2 Submarine Policy.

- a. Foreign Nationals shall **not** be contracted to perform VRs onboard submarines. Mission essential VR support will be coordinated by COMSUBGRU Seven/COMSUBGRU Eight or the TYCOM.
- b. When required, MUSE support can be provided in some foreign ports. Ship requests for MUSE support shall be submitted to COMSUBGRU Seven or COMSUBGRU Eight, with information copies to COMSERVFORSIXTHFLT, COMSERVFORSIXTHFLT SRU DET Bahrain or COMLOG WESTPAC.

3.7 NUCLEAR PROPULSION PLANT AND RELATED EQUIPMENT. Only qualified Navy or Naval industrial activity personnel shall perform maintenance on nuclear propulsion plant and related equipment. Ship requests for VRs to this equipment shall be forwarded to the TYCOM, with information copies to COMSERVFORSIXTHFLT, COMSERVFORSIXTHFLT SRU DET Bahrain, COMLOG WESTPAC, COMSUBGRU Seven or COMSUBGRU Eight, and parent Immediate Superior In Command.

3.8 UNSATISFACTORY WORK/WORK PRACTICES. Any unsatisfactory work accomplished by any maintenance activity shall be promptly reported to the activity involved. Inform COMSERVFORSIXTHFLT, COMSUBGRU Seven, COMSUBGRU Eight, COMSERVFORSIXTHFLT SRU DET Bahrain or COMLOG WESTPAC, as applicable. Reports should include sufficient detail to ensure that timely and proper corrective action may be taken. Direct liaison between customer and repair activity in clarifying deficiencies is mandatory. Include COMSERVFORSIXTHFLT, COMSERVFORSIXTHFLT SRU DET Bahrain, COMLOG WESTPAC, COMSUBGRU Seven or COMSUBGRU Eight, as applicable, as an information addressee on all correspondence.

3.9 BATTLE FORCE INTERMEDIATE MAINTENANCE ACTIVITY MISSION, POLICY AND APPLICABILITY.

3.9.1 Mission. The mission of the Battle Force Intermediate Maintenance Activity (BFIMA) is to provide a first response to units needing assistance with maintenance candidates beyond their capability to correct while deployed, at sea, or away from regular support facilities. It is a self-help effort that takes advantage of the organic capabilities of each member of the deploying force. Maintenance candidates beyond the BFIMA capability and/or capacity or those that would interfere with the mission of the service provider shall be managed per Volume III, Chapter 4 of this manual.

3.9.2 Policy. With the exception of SUBSAFE, Battle Force maintenance and repair actions are limited only by the procedures and guidelines contained in reference (g) and in the Quality Maintenance section, Volume V, Part 1, Chapter 2 of this manual. The Battle Force is not authorized to perform SUBSAFE work.

3.9.3 Applicability. This paragraph applies to all Forces, Ships, Units, and Detachments deploying as a cohesive force.

3.9.4 Action.

3.9.4.1 Commander, Fleet Forces Command. The Commander, Fleet Forces Command shall:

- a. Provide general policy guidance for the BFIMA.
- b. Monitor the efficiency of the BFIMA and amend policies as required.
- c. Develop metrics to measure the performance of the BFIMA (no special reporting shall be required).

3.9.4.2 Type Commander:

- a. The TYCOM shall monitor the performance of organizations in their claimancy assigned to the BFIMA and amend manpower requirements, maintenance training and logistics support practices as required.
- b. The TYCOM may grant additional OPTAR funds to organizations in their claimancy performing BFIMA functions.

3.9.4.3 Force Commander. The Force Commander (Senior Officer/Officer in Charge) prior to "Surge Ready" shall:

- a. Organize a BFIMA scaled and tailored to the size of the deploying force and the length of deployment.
- b. Designate the Maintenance Coordinator with whom members of the deploying force will interact for BFIMA requirements. These personnel should be selected based on their knowledge of quality assurance, maintenance and material management, and unit capabilities.
- c. Exercise the BFIMA.

3.9.4.4. Force Maintenance Coordinator. The Force Maintenance Coordinator shall:

- a. Issue a BFIMA Capabilities Catalog and Operations Guide that informs members on:
 - (1) Maintenance skills within the force. The Navy Training Management and Planning System is the Navy Education and Training Command data warehouse that provides users a myriad of personnel information. For information on this site call (toll free) (866) 438-2898 or, e-mail: NTMPS@ntmpshelp.com.
 - (2) How to obtain assistance. Before requesting assistance keep in mind that the BFIMA "work force" is made up of sailors already burdened with own ship, Planned Maintenance System, watches, and other organizational duties and responsibilities.
 - (3) The conditions under which skilled personnel shall be expected to render assistance. The impact on the assisting unit must be evaluated to gauge the impact of absent personnel on the crew (watch standers) and mission.
- b. Be the central point of contact for management of work candidates originating both internally and externally from the force.
- c. Determine the best course of action for work candidates. Work that is beyond the efficient and economical capability or capacity of the force shall be managed per Volume III, Chapter 4 of this manual.

3.9.4.5 Commanding Officer/Officer in Charge. The Commanding Officer/Officer in Charge of a force member shall:

- a. Assign a BFIMA coordinator. These personnel should be selected based on their knowledge of quality assurance, maintenance and material management, and unit capabilities.
- b. Provide the Force Maintenance Coordinator with point of contact information for the BFIMA coordinator.
- c. Authorize the assignment of command personnel to do BFIMA work away from the command.
- d. Authorize requests for onboard BFIMA assistance.

3.9.4.6 Battle Force Intermediate Maintenance Activity Coordinator. The BFIMA Coordinator shall:

- a. Maintain liaison with the Force Maintenance Coordinator.
- b. Provide organizational maintenance capability changes to the Force Maintenance Coordinator.
- c. Coordinate requests for onboard BFIMA work with the Force Maintenance Coordinator.
- d. Ensure the accomplishment of onboard BFIMA work is in accordance with this instruction.
- e. Ensure that the affected work center documents the accomplishment of BFIMA work in accordance with reference (h).
- f. Coordinate the assignment of personnel to do BFIMA work away from the command.

VOLUME III

CHAPTER 4

SCHEDULED MAINTENANCE PLANNING, PREPARATION AND PRIORITIES

REFERENCES.

- (a) OPNAVINST 4790.4 - Ships' Maintenance and Material Management (3-M) Manual

LISTING OF APPENDICES.

- A Format for Work Screening Message

4.1 CONTINUOUS MAINTENANCE SCREENING PROGRAM. The concept of continuous maintenance screening has been adopted by all Type Commanders as the most effective means of maintaining high ship material condition. This concept requires constant input of Current Ship's Maintenance Project (CSMP) information (new work, completed work) to a central screening activity. The central screening activity continuously screens new work as Ship's Force, Fleet Maintenance Activity (FMA) or industrial activity maintenance level work and places FMA and industrial activity level work into a scheduled or unscheduled availability for accomplishment. When in the Continental United States, the assigned availability is normally with a local FMA or industrial activity. When a ship is deployed, the continuous screening process continues; however, the availability type, location and schedule are determined by the applicable maintenance coordinator, Commander, Service Force Sixth Fleet (COMSERVFOR SIXTHFLT), COMSERVFOR SIXTHFLT Ship Repair Unit (SRU) Detachment (DET) Bahrain, Commander, Submarine Group (COMSUBGRU) Seven, COMSUBGRU Eight, or Commander Logistics (COMLOG) Western Pacific (WESTPAC). When a ship deploys, all work requiring FMA or industrial activity maintenance level assets is transferred electronically to a location determined by the applicable maintenance coordinator. Because of emergent work, delays in transmission and other factors, the accomplishing activity requests the ship to submit "call downs" and emergent work candidates when the availability is assigned.

4.2 CURRENT SHIP'S MAINTENANCE PROJECT MAINTENANCE WHILE DEPLOYED.

- a. Under the continuous maintenance concept, parent Regional Support Groups (RSG)/Immediate Superior In Command (ISIC) FMA will no longer transfer the CSMP to the deployed unit's maintenance activity. Parent RSG/ISIC FMA will maintain control of the CSMP and will broker work, as a continuous process, in accordance with Volume II, Chapter 2 of this manual.
- b. Parent RSG/ISIC FMA will identify work candidates brokered to a deployed screening activity in the Maintenance Resource Management System and report them to the ship through weekly Work Package Summary reports.
- c. When normal screening systems are down parent RSG/ISIC FMA will receive automatic feedback on status of brokered work candidates through the Streamline Automated Logistics Transmission System (SALTS). The forward screening activity can identify work candidates that will **not** be undertaken during deployment by using the "Return to Broker" function.

4.3 WORK CANDIDATE PREPARATION AND PRIORITY.

- a. Work candidates shall be prepared in strict accordance with reference (a). Use a message work candidate in accordance with Volume II, Chapter 4 of this manual whenever an OPNAV 4790/2K **cannot** be sent by any other means.
- b. Priority (PRI) assignment in Block 41 is a major factor in determining whether a work candidate is approved for accomplishment during deployment and must be accurate. The following table illustrates the interrelationships:

<u>PRI</u>	<u>DESCRIPTION</u>	<u>DEPLOYED ACCOMPLISHMENT FOR NON-OVERSEAS HOMEPORTED SHIPS</u>
1	Emergency ship repairs including Voyage Repairs.	Afloat Fleet Maintenance Activity (AFMA), Technical Assistance or Foreign Contractor, Naval Ship Repair Facility (NSRF), Battle Force Intermediate Maintenance Availability (BFIMA).
2	Urgent repairs during: Restricted Availabilities Technical Availabilities Maintenance Availabilities (MAV).	AFMA, Technical Assistance or BFIMA.
3	Routine repairs.	AFMA or BFIMA.
4	Desirable ship work.	AFMA or BFIMA.

4.4 SUBMISSION OF WORK PACKAGES. Screened work packages should be continuously available to COMSERVFOR SIXTHFLT, COMLOG WESTPAC, COMSERVFOR SIXTHFLT SRU DET Bahrain and the AFMAs from the ship's parent RSG/ISIC. These work packages will form the basis for each availability. To ensure clearly defined work packages at availability start, the accomplishing activity (FMA or SRU) will provide a screening message at arrival minus ten days to all concerned with an information copy to responsible RSG (See Appendix A of this chapter).

4.5 SCREENING OF WORK CANDIDATES AND WORK PACKAGES.

- a. The following activities are authorized to conduct screening of work packages:

<u>AREA OF RESPONSIBILITY</u>	<u>ACTIVITY</u>	<u>REMARKS</u>
Commander, United States Naval Forces, Europe and Commander, Sixth Fleet	COMSERVFOR SIXTHFLT N43	Screening for all Area of Responsibility activities (AFMA, contractor technical assistance, etc.).

<u>AREA OF RESPONSIBILITY</u>	<u>ACTIVITY</u>	<u>REMARKS</u>
(COMFIFTHFLT) Commander, Fifth Fleet	Mediterranean AFMA	Screening for AFMAs only.
	Commander, Submarine Squadron 22	Screening of all submarine and assigned Surface ship MAVs.
	SIXTHFLT SRU COMSERVFOR- DET Bahrain	Screening for all Arabian Gulf/Arabian Sea/Red Sea activities (AFMA, Contractor).
	COMFIFTHFLT AFMA	Screening for assigned MAVs only.
Commander, Seventh Fleet (COMSEVENTHFLT)	COMSUBGRU Seven	Screening for all deployed submarines.
	COMLOG WESTPAC	Screening for Overseas Family Residence Program in home port only.
	WESTPAC AFMA	Screening for AFMAs only.
	COMSUBGRU Seven	Screening for all submarine and assigned surface ship Technical Availabilities and MAVs.
	NSRF Yokosuka	Screening for all COMSEVENTHFLT deployers.
	NSRF DET Sasebo	Screening for all COMSEVENTHFLT deployers.
	SRU Singapore	Screening for all COMSEVENTHFLT deployers.
	COMSUBGRU Seven	Screening for all deployed submarines.
	COMSUBRON Fifteen	Screens all work candidates and work packages brokered to the assigned AFMA.

- b. When AFMAs visit ports with substantial Naval repair facilities or are in commercial ports during times of high port loading, it is often desirable to divide availabilities and primary work screening functions between the shore activity and the AFMA on a ship by ship basis. When this happens, the applicable maintenance coordinator will, by message, assign the primary availability and work package screening responsibility to either the shore activity or the AFMA. When assigned, the primary activity will request and screen the work package. The primary activity will also screen work candidates for referral to the secondary activity for review and acceptance or rejection. The secondary activity will then issue its own screening message concerning only the work candidates referred by the primary activity. Ports where this may be routinely expected to happen are:

<u>PORT</u>	<u>ACTIVITY</u>
Yokosuka	NSRF Yokosuka
Sasebo	NSRF DET Sasebo
Haifa	SRU Naples (Israeli Industrial Activity)
Toulon	SRU Naples (French Arsenale)

- c. The following guidance applies to work to be accomplished by all maintenance activities on ships not permanently homeported overseas:
- (1) Work candidates which are clearly within the capability of Ship's Force will not normally be accomplished by repair activities, but technical assistance will be provided if the need is substantiated.
 - (2) Work candidates for material only or manufacture of standard stock items will not be approved, unless the item is not available in time to ensure timely correction of Casualty Reports or major safety items only.
 - (3) Work candidates for Ship Alteration, Ordnance Alteration, Machinery Alteration, Boat Alteration, or other alterations will not normally be approved unless ship holds previous approval for accomplishment of alteration while deployed.
 - (4) Activities authorized to accomplish work screening will use screening messages prepared in accordance with Appendix A of this chapter.

APPENDIX A

FORMAT FOR WORK SCREENING MESSAGE

FM (ACTIVITY)//
TO USS (SHIP NAME AND HULL NO.)//
INFO (AOR MAINTENANCE COORDINATOR)//
(OPERATIONAL COMMANDER)//
(PARENT RSG)//
(PARENT ISIC)//
BT
UNCLAS //N04700//
MSGID/GENADMIN/ACTIVITY//
SUBJ/WORK PACKAGE SCREENING FOR MAV/VR/RAV//
REF/A/RMG/(SHIP NAME)//
AMPN/REF A IS CALL DOWN MESSAGE//
REF/B/DOC/COMFLTFORCOMINST 4790.3//
AMPN/REF B IS JOINT FLEET MAINTENANCE MANUAL//
RMKS//1. WORK PACKAGE (CALL DOWN) FORWARDED REF A RECEIVED AND SCREENED IAW REF B AS FOLLOWS:
A. ACCEPTED FOR ORIG (NSRF OR SRU) ACCOMPLISHMENT
(LIST JSNS)(LIST SHIP-TO-SHIP JSNS)
B. SCREENED FOR AFMA USS (SHIP NAME) ACCOMPLISHMENT.
(LIST JSNS)
C. DEFERRED PENDING SHIPCHECK.
(LIST JSNS)
D. DEFERRED: SHIPALT/AER REQUIRES TYCOM AUTH.
(LIST JSNS)
E. DEFERRED: SHIPS FORCE ACCOMPLISHMENT.
(LIST JSNS)
F. DEFERRED: WORKLOAD, FUNDING OR NON-VR.
(LIST JSNS)
G. DEFERRED: INSUFFICIENT INFORMATION.
H. DEFERRED: OTHER.
2. EVALUATION AND COMMENTS CONCERNING WORK PACKAGE QUALITY (IF APPLICABLE)
3. OTHER COMMENTS: SHORE POWER AVAILABILITY, BERTHING PLAN, OTHER SERVICES OFFERED OR PLANNED, ETC.//
BT

NOTE: ENSURE MESSAGES ARE IN ACCORDANCE WITH NTP-3 FORMAT AND CURRENT PLAIN LANGUAGE ADDRESS DIRECTORY (PLAD) IS UTILIZED.

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VOLUME III**CHAPTER 5****MAINTENANCE SUPPORT FOR
NON-UNITED STATES NAVY SHIPS AND ACTIVITIES**

5.1 PURPOSE. Maintenance activities addressed in this volume shall provide support to Military Sealift Command (MSC) ships, United States Coast Guard (USCG) ships and other craft and activities on a not to interfere with primary mission basis, at the discretion of the Commanding Officer or Officer In Charge. Generally, all material directly chargeable to the work accomplished shall be funded by the requesting activity. Requesting activity should also fund any related temporary additional duty and travel expenses. If the requesting activity is non-United States Navy, man-day rates for military and civilian personnel will be chargeable.

5.2 MILITARY SEALIFT COMMAND VESSELS. Before the acceptance of work by the maintenance activity, MSC vessels must obtain prior authorization from the cognizant MSC office. Where prior authorization has **not** been received, the Commanding Officer of the requesting vessel should be directed to contact the cognizant MSC office for work authorization. After MSC authorizes the work, the maintenance activity will use their standard procedures for work candidate processing, planning, Quality Assurance, and work execution methods. Work performed by Fleet Maintenance Activities shall be included in the Maintenance Resource Management System for tracking and up line reporting. The following MSC offices have cognizance over MSC ship maintenance in their Areas of Responsibility:

<u>AREA OF RESPONSIBILITY</u>	<u>MSC OFFICE</u>	
Commander, United States Naval Force, Europe Atlantic Ocean North Sea Baltic Sea	Commander, Military Sealift Command, United States Atlantic Fleet Bayonne, New Jersey	
Commander, United States Naval Force, Europe Mediterranean	Commander, Military Sealift Command Mediterranean Naples, Italy	
Commander, Fifth Fleet Arabian Gulf Red Sea Arabian Sea	Commander, Military Sealift Command Mediterranean Naples, Italy Information copy to Commander, Military Sealift Command Office, Southwest Area Bahrain	
Commander, Seventh Fleet	Commander, Military Sealift Command Western Pacific Detachment Singapore	

5.3 UNITED STATES COAST GUARD VESSELS. USCG vessels assigned to Navy operational control will be treated the same as Navy vessels for the purposes of maintenance, with the exception that the USCG will fund any direct material, or contractor charges.

5.4 OTHER SERVICE CRAFT AND ACTIVITIES. Work requested by non-Navy activities shall be carefully screened to ensure the work is authorized by higher authority, funding arrangements are in place and technical requirements are fully understood prior to acceptance.

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